



DEPARTMENT OF THE NAVY

NAVAL SEA SYSTEMS COMMAND
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IN REPLY TO

NAVSEANOTE 5400
Ser 10/251
15 Oct 02

NAVSEA NOTICE 5400

From: Commander, Naval Sea Systems Command

Subj: ESTABLISHMENT OF THE HUMAN SYSTEMS INTEGRATION (HSI)
DIRECTORATE (SEA 03)

Ref: (a) SEA 00 memo 12920 Ser 10/236 of 11 Sep 02

Encl: (1) Top-level Organization Chart for SEA 03

1. Purpose. To document the establishment of the Human Systems Integration (HSI) Directorate (SEA 03) effective 01 October 2002.

2. Background. Reference (a) announced the establishment of SEA 03 and provided high-level rationale for this new focus area within the Naval Sea Systems Command (NAVSEA).

3. Discussion. SEA 03 is created to establish HSI standards, certify programs, coordinate Chief of Naval Operations (CNO) directed Task Force EXCEL initiatives, and provide technical assistance to Program Executive Officers (PEOs) and Program Managers (PMs) to improve Sailor performance, align training and technical support, and reduce life cycle costs.

4. Authority. The Deputy Commander for HSI exercises authority delegated by the Commander, NAVSEA, commensurate with the execution of the responsibilities delineated in paragraph 5.

5. Responsibilities of SEA 03

a. With the exception of programs which are the responsibility of SEA 08, function as the certification authority for HSI within NAVSEA. Specifically, SEA 03 is accountable for certifying the ships and systems delivered to the Fleet enhance Sailor performance; optimize manpower, personnel and training; and promote personnel safety, survivability, and quality of service.

b. Establish corporate NAVSEA HSI policy and standards, develop human performance metrics and evaluation techniques, and

conduct periodic reviews of acquisition program HSI plans and products.

c. Educate the NAVSEA workforce in the requirements for HSI and ensure HSI policy, procedures and best practices are implemented and integrated into our total systems engineering process.

d. Provide direct assistance to program offices and coordinate assets to develop and sustain program HSI plans.

e. In support of the CNO's "Revolution in Training" and Task Force EXCEL initiatives, establish a Total Ship Training System Roadmap and provide technical assistance to the PEOs and PMs to ensure alignment with appropriate Learning Centers, waterfront technical support activities and Fleet training organizations.

f. Serve as NAVSEA's principal point of contact to the requirements and resource sponsors, training community, Fleet and other operational forces for all matters pertaining to HSI.

g. Exercise fiduciary responsibility for the Directorate. Identify and manage resources required to execute the duties and responsibilities of the Directorate, and monitor and assess progress and funding status of all NAVSEA related acquisition HSI Plans.

h. Support the Navy Office of Legislative Affairs and the NAVSEA Office of Congressional and Public Affairs (SEA 00D) in providing information to satisfy Congressional requests to the Navy.

i. Direct and supervise personnel in the Directorate. Prepare fitness reports for all military personnel assigned full time to the Directorate and execute performance ratings for civilian personnel assigned full time to that office. SEA 03 may submit concurrent fitness reports or evaluations on the junior military personnel and civilian employees providing matrix support to the Directorate.

6. Chain of Command. SEA 03 reports to the Commander, NAVSEA.

7. Implementation. Enclosure (1) is the top-level organizational chart for the Directorate. The Directorate will use full-time matrix resources from several NAVSEA Headquarters (HQ) Directorates to support functions such as engineering, administrative, human resources and security. SEA 03 will initially stand up with

personnel assigned or detailed to the basic organization in enclosure (1). Final staffing levels are expected to be approximately 30 positions including military and civilian.

8. Action

a. Mr. Gregory L. Maxwell is the Deputy Commander for HSI, SEA 03.

b. The Deputy Commander will staff the Directorate. It is anticipated that most civilian positions will be filled by lateral reassignment of existing NAVSEA HQ/PEOs employees.

c. The Deputy Commander will implement a NAVSEA workforce education and training strategy for HSI.

d. The Corporate Operations Directorate (SEA 10), in conjunction with SEA 03, will incorporate the SEA 03 Directorate into the NAVSEA Headquarters Organization Manual.

e. SEA 10 will ensure that the final allocation of civilian billets is included in the final Headquarters staffing allocation.

f. The Office of Military Manpower and Personnel (SEA 09M) will ensure that 3 military billets are realigned from within NAVSEA/PEOs to SEA 03.

g. SEA 10 and the Chief Information Office (SEA 00I) will coordinate with SEA 03 to ensure the necessary space and communications and information technology equipment are integrated and available to accommodate the SEA 03 staff.

h. The Comptroller Directorate (SEA 01), Contracts Directorate (SEA 02), Logistics, Maintenance and Industrial Operations Directorate (SEA 04), Integrated Warfare Systems Directorate (SEA 05), SEA 10, PEOs and PMs will provide matrix support as required.



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NAVSEANOTE 5400

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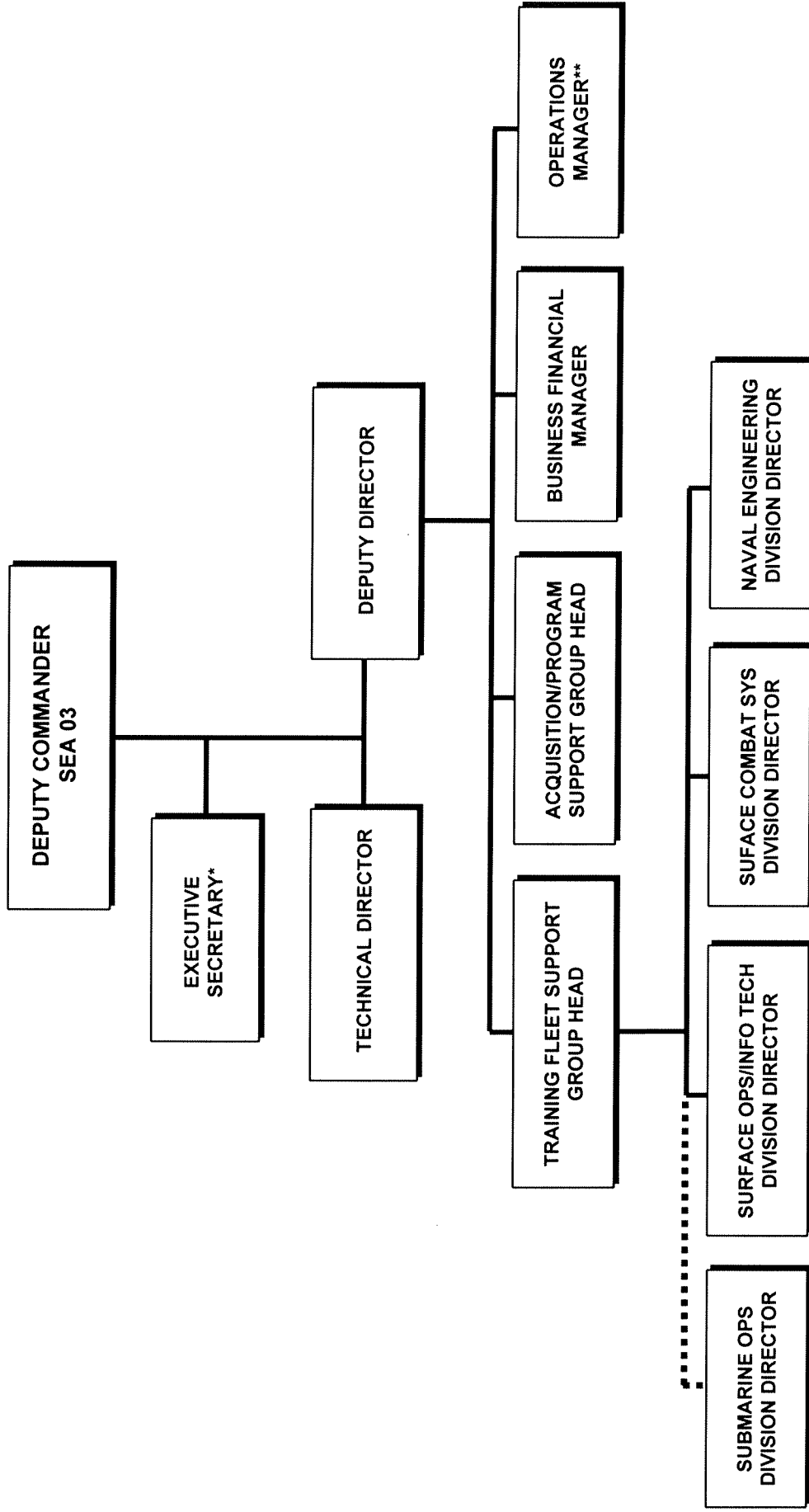
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HUMAN SYSTEMS INTEGRATION SEA 03



* Other administrative support to be provided by SEA 10

** Matrixed from other organizations